

Mail/website/Post ordinary

रक्षा लेखा नियंत्रक, कार्यालय, गुवाहाटी, उदयन विहार, नारंगी, गुवाहाटी-781171

OFFICE OF THE CONTROLLER OF DEFENCE ACCOOUNTS,
UDAYAN VIHAR, NARANGI, GUWAHATI-781171

दूर/Tel. 0361-2640394/2641142

फैक्स/Fax-0361-2640204/2640810

No.E/I/118/MER/Vol-XIII

Dated: 06/08/2015

To

All GEs/AGEs/CCEs/PMs

C/O 99 APO

Subject :- Quarterly Cash Assignment Report against QE 06/2015.

1. Of late, it has been observed that some GEs/AGEs are not incurring expenditure as per assignment made to them against various heads of accounts viz Capital, Wages, Tarrif & Revenue. Instead they are incurring expenditure by re-appropriating them at their own without obtaining proper re-appropriation from the prescribed Competent Authority. This is against the prescribed norms & cannons of financial propriety which has been viewed seriously by the Competent Authority.

2. It is, therefore, requested to furnish a Quarterly report on Cash Assignment for QE 06/2015 as per proforma given below :


Office : GE/AGE _____

Sl No.	Head of Accounts	Cash Assignment released by this Office for QE 06/15 i.e. QE 6/15 (VOA) + QE 6/15 (Addll)	Utilized upto 25/06/2015	Balance		Remarks if any
				Plus (+)	Minus (-)	
1.	Capital					
2.	Wages					
3.	Tariff					
4.	Revenue					

3. The above data may be furnished to this Office through FAX/MAIL/Speed Post duly vetted by AO GE concerned.

4. A similar report against every quarter ending i.e. 09/2015, 12/2015 and 03/2016 may be submitted to this Office during 1st week of following the quarter.

5. Please accord "TOP PRIORITY"


(S C Das)
Sr. AO (E-I)


Copy to :-

1. All the AO GE/AGE(I)/CCE/PM

C/O 99 APO - for information and necessary action. The data may be verified w.r.t. PM, MER, Construction accounts etc and the GE/AGEs(I) may be advised to submit the report at the earliest for our further compilation. The subject report may be noted in your report/return Chart.
2. All CEs (Army & Air Force)

C/O99 APO - All the sub-division may be advised accordingly please.
3. All CWEs (Army & Air Force)

C/O99 APO - All the sub-division may be advised accordingly please.
4. ✓ The OIC
EDP Section - with a request to upload the memo in our official memo.


(S C Das)
Sr. AO (E-I)

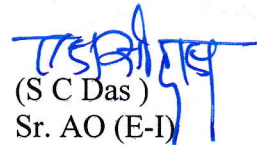
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